



PHSIS Schedule of Fees for Non-DHEC Requests

Requestor Information & PHSIS Contact Information
Schedule of Fees
Worksheet 1: Schedule of Fees Estimate (all fees)

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Public Health Statistics and Information Services (PHSIS) fees are based on actual costs incurred for providing services and/or products to funded research personnel or agencies. Requests from concerned citizens (community requests) and students working solely on a thesis or dissertation will not be charged for a data request or a cluster analysis unless significant PHSIS staff time and/or expenses are required. Waivers: Fees may be waived (on a case by case basis) in lieu of staff support (e.g., graduate assistants or other staff provided onsite), or other negotiated terms. Factors included in the decision making process to determine whether a project will be subject to fees include existing legal considerations, tax status of requestor, and project's adherence to agency strategic goals and program area mandates. Project requests will be prioritized on an individual basis and the estimated time required to complete the project will be based on existing workload and staff availability.

Note: All IRB requirements still apply. Cancer Registry data also requires Advisory Committee review.

Requestor Information:

Name of Research Project

Primary Contact Person

Organization

Phone Number

Fax Number

Email Address

Attach a 1-page summary detailing data elements and preferred format of data. PHSIS staff will contact you once summary has been reviewed to discuss estimated fees, detailed on worksheet 1, and the time frame for completing the request. Requestor must make full disclosure to DHEC if any part of this work makes DHEC a grant sub-recipient.

PHSIS Schedule of Fees Contact Information

Phone: 803-898-4144

Fax: 803-898-3722

Data Requests & Statistical Analysis

Hourly rate calculated for level of staff required:

Statistician	\$25.00
GIS Analyst & GIS Manager	\$25.00
Applications Analyst	\$30.00
Program Manager	\$35.00
Statistical & Research Analyst	\$20.00
Administrative Staff	\$15.00
Research and Planning Administrator	\$25.00

Data Linkage

\$0.02 per record using either the number of records provided by requestor or the number of PHSIS records to be matched against, whichever is higher.

Data Files

\$20 per 1,000 records provided plus a minimum of 3 hours at the Statistician hourly rate.

Materials and Indirect

A standard 15% of the charges for each project, including the fees for hours, linkages, and files, will be added to the total cost of each project to cover operational expenses incurred with the completion of each project.

Schedule of Fees Estimate: Total fees

1. Data Requests & Statistical Analysis

\$ _____

Statistician	\$25 x _____	hours = _____
GIS Analyst & GIS Manager	\$25 x _____	hours = _____
Applications Analyst	\$30 x _____	hours = _____
Program Manager	\$35 x _____	hours = _____
Statistical & Research Analyst	\$20 x _____	hours = _____
Administrative Staff	\$15 x _____	hours = _____
Research and Planning Admin.	\$25 x _____	hours = _____

2. Data Linkage

\$ _____

\$0.02 per record using either the number of records provided by requestor or the number of PHSIS records to be matched against, whichever is higher.

\$0.02 x _____ records = \$ _____ (total)

3. Data Files

\$ _____

\$20 x _____ (1,000) records = \$ _____
(Also requires a minimum of 3hours Statistician in #1 above)

4. Materials and Indirect

\$ _____

Total charges (from #1, #2, & #3) \$ _____ x 15% = _____

TOTAL Estimated Expenses Sections 1 – 4

\$ _____